



The City of Cortland  
City Common Council Minutes  
Council Meeting No. 7 of 2022

**April 19, 2022**

6:00 p.m.

City Hall, 25 Court Street and via Zoom

**Call to Order and Roll Call**

Mayor Steve called the meeting to order at 6:02 p.m., and the City Clerk called the roll. The following Common Council Members were in attendance:

Wayne Schutt – First Ward Alderperson  
Katy Silliman – Second Ward Alderperson  
Mary Clare Pennello – Third Ward Alderperson  
Patricia Lane – Fourth Ward Alderperson  
Seth Thompson - Fifth Ward Alderperson  
William Carpenter – Sixth Ward Alderperson  
Troy Beckwith – Seventh Ward Alderperson  
Thomas Michales – Eighth Ward Alderperson (via Zoom)

**Salute to the Flag**

**Moment of Silence/Reflection**

**Proclamations/Presentations**

**Proclamation No. 1                      Declaring April 25-30, 2022 as YWCA Stand Against Racism Week**

WHEREAS, all residents regardless of race, creed, or ethnicity deserve to be treated with dignity, respect, compassion, and justice; AND

WHEREAS, Cortland residents value initiatives that will end race-based disparities and make the world a more equitable, inclusive, and dignified place for all to live; AND

WHEREAS, the elimination of racism can be achieved only with the participation of all residents in dialogue, reflection, and action; AND

WHEREAS, the City of Cortland Common Council supports YWCA in its praiseworthy mission to eliminate racism, empower women, stand up for social justice, help families, and strengthen communities; AND

WHEREAS, the Common Council proudly supports YWCA Cortland in celebration of Stand Against Racism,

a signature campaign of YWCA USA to build community among those who work for racial justice and to raise awareness about the negative impact of institutional and structural racism in our communities; NOW, THEREFORE, BE IT

RESOLVED, that the Common Council of the City of Cortland hereby declares April 29, 2022 as YWCA Stand Against Racism Day and encourages residents, local businesses, educators, and community and faith-based organizations to celebrate diversity and advocate for the elimination of racism by taking the pledge to stand against racism at CortlandYWCA.org; AND BE IT FURTHER

RESOLVED, that April 25 – 30, 2022 is declared as YWCA Stand Against Racism Week.

### **Privilege of the Floor**

Tim Bennett, owner and publisher of the Cortland Voice asked the mayor several questions relating to providing a state of the city address, an update on financial matters, the Youth Bureau Director position, the number of police and fire department community events held, and Mr. Bennett's inability to obtain information from city staff during the tenure of the previous administration. The Mayor responded to Mr. Bennett's inquiries during the Mayor's report

### **Mayor's Report**

Mayor Steve responded to Mr. Bennett's questions by saying that he would be providing a state of the city report, that he provides a financial report and updated financial statements at the first Common Council meeting of each month, and that a priority has been placed on completing the Annual Update Document required by the State Comptroller's Office. The Mayor said that the police and fire departments have held frequent community events and will continue to do so. He said that an announcement about a new Youth Bureau Director would be made once a hiring decision was finalized. He noted that a national search had been conducted, the County Personnel/Civil Service Department had vetted the qualifications of candidates, the Personnel Committee and reviewed and recommended candidates to the Youth Bureau Board, and that a recommendation is expected for Common Council approval at the next Council meeting.

The Mayor noted that Earth Day is Friday April 22, 2022 and would be commemorated in the City on Saturday April 23<sup>rd</sup> with organized trash cleanup efforts throughout the city.

Mr. Steve said that street construction project updates had been provided to Common Council members earlier in the day and that updates would be provided to the public on a new website [www.crowncityrising.com](http://www.crowncityrising.com).

### **Ward Reports**

Ward 1: Council Member Schutt said that ward residents did a good job with sidewalk snow removal during the recent snowfall. He said that complaints about garbage and unsightly properties had been responded to by the codes office. He encouraged residents to thank firefighters for the speed and professionalism of their response.

Ward 2: Council Member Silliman said that she had discussions with the zoning officer and other department heads and wanted to speak with the fire chief about filling vacant positions in the department.

- Ward 3: Council Member Pennello said that DPW and the codes and zoning offices responded to issues and concerns raised in college neighborhoods, and that the city was fortunate for the work of these offices.
- Ward 4: Council Member Lane her recent tour of the Wastewater Department had been informative and she was impressed with the operations. She noted that the facility takes in wastewater from parts of Cortlandville, Homer and McGraw. She thanked the fire department for attending a high school college and career day.
- Ward 5: Council Member Thompson thanked DPW for cleaning up downed trees and removing snow. He said there are street lights that need bulb replacement. Mr. Thompson said that residents on Stewart Place have complained about people driving at excessive speed and suggested that speed bumps be considered as a deterrent. He also noted that curbing on Stewart Place had deteriorated and that there were garbage issues on South Main Street.
- Ward 6: Council Member Carpenter said he hopes that New York State Department of Transportation will agree to reduce traffic speed from 40 mph to 30 mph on a portion of Clinton Avenue. He added that police union contract negotiations were going well and he credited Mayor Steve for the shift change agreement approved earlier in the year.
- Ward 7: Council Member Beckwith asked the Mayor to provide an update on the Apex site. The Mayor provided an update during the discussion period at the end of the meeting.
- Ward 8: Council Member Michales reported that tree limbs came down during the recent snowfall that were removed by residents and DPW. He said he met with the Youth Bureau about the Randall Park renovation project and that the Personnel Committee met to discuss vacant city positions. Mr. Michales said the city should consider allowing residents to pay water bills by credit card.

### **Approval of the Minutes**

The minutes of April 5, 2022 were approved.

Motioned by: Council Member Beckwith

Seconded by: Council Member Silliman

Approved: Ayes – 8  
Nays – 0

### **Resolution No. 63 of 2022**

### **Appoint Assessment Review Board Member**

RESOLVED, that Jerry Hartnett, residing at 64 Floral Avenue Cortland, NY is appointed to the Board of Assessment Review for a term beginning April 6, 2022 and ending April 5, 2027.

Motioned by: Council Member Silliman

Seconded by: Council Member Beckwith

Approved: Ayes – 7  
Nays – 1 Council Member Thompson voted nay.

**Resolution No. 64 of 2022                      Approve Sound Device Permit for Alpha Sigma Alpha of SUNY Cortland**

RESOLVED, that Alpha Sigma Alpha special event application and sound device permit application are hereby approved without fee.

- Motioned by: Council Member Beckwith
- Seconded by: Council Member Carpenter
- Approved:     Ayes – 8  
                  Nays – 0

**Resolution No. 65 of 2022                      Designate Official Newspaper**

RESOLVED, that Resolution No. 6 of 2022 is hereby repealed; AND BE IT FURTHER

RESOLVED, that the Cortland Standard, published by the Cortland Standard Newspaper, 110 Main Street, Cortland, New York 13045 be and hereby is designated as the official newspaper fairly representing the Cortland Common Council for the period of January 1, 2022 through December 31, 2024.

- Motioned by: Council Member Beckwith
- Seconded by: Council Member Carpenter
- Approved:     Ayes – 8  
                  Nays – 0

**Resolution No. 66 of 2022                      Recommendation for Mortgage Subordination by NYS Affordable Housing Corporation**

RESOLVED that the City of Cortland recommends that the NYS Affordable Housing Corporation subordinate its mortgage to the CFCU mortgage and further authorizes the Mayor to sign the NYS Affordable Housing Corporation Grantee Recommendation form to allow for the same.

- Motioned by: Council Member Beckwith
- Seconded by: Council Member Pennello
- Approved:     Ayes – 8  
                  Nays – 0

**Resolution No. 67 of 2022                      Authorize Administrative Contract for Fiscal Year 2020 Community Development Block Grant**

RESOLVED, that the City authorizes the Mayor to enter into a contract with Thoma Development Consultants to administer the City’s fiscal year 2020 Community Development Block Grant pursuant to the Consultant’s response to the Request for Proposal.

- Motioned by: Council Member Beckwith
- Seconded by: Council Member Pennello
- Discussion:    Council Member Beckwith asked about income qualifications for the program. Linda Armstrong, Program Manager with Thoma Development responded that the eligibility threshold is 80% of the city’s median income which is approximately

\$45,000 per year. She said she would provide council members with additional information via email.

Approved: Ayes – 8  
 Nays – 0

**Resolution No. 68 of 2022                      Authorize Administrative Contract for Fiscal Year 2021 Community Development Block Grant**

RESOLVED, that the City authorizes the Mayor to execute a contract with Thoma Development Consultants to administer the City’s fiscal year 2021 Community Development Block Grant pursuant to the Consultant’s response to the Request for Proposal.

Motioned by: Council Member Beckwith  
 Seconded by: Council Member Schutt  
 Approved: Ayes – 8  
 Nays – 0

**Resolution No. 69 of 2022                      Declare Equipment Surplus and Authorize to Sell**

RESOLVED, that the items listed below be deemed as surplus and all revenues be allocated into the respective budget lines for departmental use as follows DPW A5110-5405-00, Water FX8320-5407-00 and Cortland Youth Bureau A7110-5206-00.

Public Works

- Aireless Kelly Crestwell Striper (2000)
- Chevy Tahoe (2009)
- Ford Club Wagon Van (1998)
- Ford Expedition (2002)
- Ford F-150 (2009)
- Falcon RME Asphalt Hot Patcher (2013)
- Kelly Crestwell Striper (1979)
- Kelly Crestwell Striper (1980)
- Komatsu Dresser Roller (1993)
- Leeboy L8500T Paver (2000)

Water Department

- GE Motor 75 HP 180 AMP 60 HZ 3 phase, used
- GE Motor 200 HP 234 AMP 60HZ 3 Phase, used
- GE Motor 250 HP 58.5 AMP 60 HZ 3 Phase, used
- GE Motor 150 HP 169 AMP 60 HZ 3 Phase, refurbished

- RICOH Aficio fax machine/copier
  - (2) 10k Cubic Ft Twin City Blower Fans Size 330, no motors
  - Air Compressor 3 Phase 60 HZ
  - (2) JESCO diaphragm pumps Model 1211 GPH-30 200 PSIG, no motors
  - Fairbanks & Morse 300 HP opposed piston diesel engine (1958)
  - SUTORBILT Trailer Vac Model GACMDLA
  - INGERSOLL RAND Trailer Air Compressor
  - GE FUJI AF-300 P11 Variable Frequency Drive
  - Stone Jumping Jack Tamp with Robin EC12 Engine
  - Stone Jumping Jack Tamp with Honda Engine GX 100
  - Chevy Silverado 1500 pickup truck 6 cylinder, no instrument cluster (2003)
- Cortland Youth Bureau
- Show Mobile (8' x 32') (1972)

Motioned by: Council Member Beckwith

Seconded by: Council Member Lane

Approved: Ayes – 8

Nays – 0

**Resolution No. 70 of 2022                      Create Three Working Foreman Positions at the Department of Public Works**

RESOLVED, that the Cortland Common Council approve the creation of three working foreman positions at the Department of Public Works which shall be filled according to Civil Service protocols.

Motioned by: Council Member Pennello

Seconded by: Council Member Carpenter

Discussion: The Mayor clarified that no new positions are being created, but that higher rate foreman titles are being added to oversee project work. Council Member Silliman asked the DPW Superintendent for an explanation. Deputy Superintendent Alan Ricottelli explained that there is a need for working foremen to streamline directives and work. He said that the new titles should make completion of work more efficient and help with worker retention. Ms. Silliman said this should result in greater autonomy and accountability.

Approved: Ayes – 8

Nays – 0

**Resolution No. 71 of 2022                      Authorize Agreements for Generator and Alarm Services Associated with Maintenance of Parker School**

RESOLVED, that the Mayor is hereby authorized to enter in agreement with Cummins Sales and Service for \$984.79 annually for service and inspection and with Syracuse Time & Alarm Co, Inc. for \$2,530.00 annually for a period commencing May 1, 2022 and expiring April 30, 2023.

Motioned by: Council Member Silliman

Seconded by: Council Member Carpenter

Discussion: Council Member Beckwith asked why these monitoring services are necessary. The Mayor responded that the boiler system needed to be monitored to ensure building temperature was sufficient and that the building has a security alarm system. Council Member Michales suggested these costs be deferred to the agencies that will be using the building.

Approved: Ayes – 7

Nays – 1      Council Member Beckwith voted nay.

**Resolution No. 72 of 2022                      Appoint Members to the Environmental Advisory Committee**

RESOLVED, that the John Busch residing at 2 Kent Drive, Cortland NY 13045 is hereby confirmed by the Common Council as a member of the City of Cortland Environmental Advisory Committee.

Motioned by: Council Member Beckwith

Seconded by: Council Member Carpenter

Approved: Ayes – 8  
Nays – 0

**Resolution No. 73 of 2022 Abolish and Create Position in the Mayor’s Office**

RESOLVED, that the part time position of Confidential Secretary to the Mayor with an annual salary of \$25,000 is hereby abolished; AND BE IT FURTHER

RESOLVED, that a full time position of Confidential Secretary to the Mayor with an annual salary of \$45,000 is hereby created effective immediately.

Motioned by: Council Member Pennello

Seconded by: Council Member Schutt

Approved: Ayes – 8  
Nays – 0

**Resolution No. 74 of 2022 Appoint Parker School Ad Hoc Planning Committee**

RESOLVED, that the Common Council does hereby create an ad hoc committee to be referred to as the Parker School Ad Hoc Planning Committee for the purposes of:

1. Determining the best use of the portion of the Parker School building not being used for child care purposes;
2. Determining the design of said portions, scope of work, timeframes and funding sources;
3. Assisting in planning for the proposed use of the Parker School building for child care services by CAPCO and the YWCA; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby appoint Council Members Silliman, Lane, Beckwith and Pennello to the Parker School Ad Hoc Planning Committee; AND BE IT FURTHER

RESOLVED, that the Common Council Members appointed to the Ad Hoc Committee shall have the authority to appoint other members to the Committee; AND BE IT FURTHER

RESOLVED, that the Ad Hoc Planning Committee shall elect a chairperson, shall meet as necessary or as requested by the Mayor, shall consider issues referred to it by the Mayor, and may be abolished by the Mayor pursuant to resolution.

Motioned by: Council Member Beckwith

Seconded by: Council Member Thompson

Approved: Ayes – 8  
Nays – 0

**Resolution No. 75 of 2022 Create ad Hoc Committee to Consider and Review Alternative City Wide Trash and Recycling Options**

RESOLVED, that the Common Council does hereby create an ad hoc committee known as Trash and Recycling Ad Hoc Advisory Committee for the purposes of considering and reviewing the most cost effective and environmentally sensible alternatives to the current trash and recycling agreements; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby appoint Council Members Schutt, Thompson and Carpenter to the Ad Hoc Committee; AND BE IT FURTHER

RESOLVED, that the Common Council Members appointed to the Ad Hoc Committee shall have the authority to appoint other members to the Committee; AND BE IT FURTHER

RESOLVED, that the Ad Hoc Committee shall elect a chairperson, shall meet as necessary or as requested by the Mayor, shall consider issues referred to it by the Mayor, and may be abolished by the Mayor pursuant to resolution.

Motioned by: Council Member Pennello

Seconded by: Council Member Beckwith

Discussion: The Mayor said that information was sent to the Council on options for next year’s agreement. Council Member Carpenter said that DPW should be involved in the ad hoc committee, and Council Member Thompson said that it is important to hear from constituents.

Approved: Ayes – 8  
Nays – 0

**Resolution No. 76 of 2022                      Appoint Ad Hoc Committee (Town and Gown Ad Hoc Planning Committee) to Enhance Cooperation between SUNY Cortland and the City of Cortland**

RESOLVED, that the Common Council does hereby create an ad hoc committee to be referred to as the Town and Gown Ad Hoc Planning Committee for the purposes of:

1. Enhancing cooperation and collaborative approaches between SUNY Cortland and its students, and the City of Cortland and its residents and organizations;
2. Identifying overlooked financial costs and public policy challenges;
3. Seeking additional state SUNY Impact Aid or other financial assistance; and
4. Making recommendations to the Mayor and Common Council on these issues; AND BE IT FURTHER

RESOLVED, that the Common Council does hereby appoint Council Members Silliman and Lane to the Ad Hoc Planning Committee; AND BE IT FURTHER

RESOLVED, that the Common Council Members appointed to the Ad Hoc Committee shall have the authority to appoint other members to the Committee; AND BE IT FURTHER

RESOLVED, that the Ad Hoc Planning Committee shall elect a chairperson, shall meet as necessary or as called upon by the Mayor to meet, shall consider issues referred to it by the Mayor, and may be abolished by the Mayor pursuant to resolution.

Motioned by: Council Member Lane

Seconded by: Council Member Carpenter

Approved: Ayes – 8  
Nays – 0



**Resolution No. 77 of 2022                      Accept and Recognize Donations to Youth Bureau**

WHEREAS, donation has been given to the Cortland Youth Bureau; AND

WHEREAS, the Common Council must accept and allocate such funds; AND

WHEREAS, the Mayor, Common Council, and Cortland Youth Bureau wish to publicly recognize the donation and the generosity of the donors, NOW, THEREFORE, BE IT

RESOLVED, that the Common Council accepts the donations listed below and appropriates funds to the Cortland Youth Bureau operating budget account as outlined below.

<u>Donor</u>	<u>Amount</u>	<u>Project/Event</u>	<u>Budget Line</u>
Maria San Jule	\$25,000	Pavilion, Plaque, Equipment	A-7110.5206
Tom Michaels	\$500	Youth Center Field Trips	A7320.5400.00
CNY Community Foundations	\$5,000	Youth Center Furniture	A7310.5405.02

Motioned by: Council Member Thompson

Seconded by: Council Member Carpenter

Discussion: Youth Bureau Director John McNerney said that field trips have been paused due to COVID-19 but would begin again this summer, and thanked Tom Michaels for the donation. He said that replacement of youth center furniture which is made possible through a CNY Community Foundation Grant is much needed.

Mr. McNerney thanked the San Jule family for the generous donation made in memory of Bob San Jule. Mr. McNerney noted that Bob San Jule was civic minded, volunteered with many organizations, and that the Youth Bureau was closest to his heart. Mr. San Jule chaired the Youth Bureau Board for over 30 years. The San Jule family’s donation will honor Bob San Jule by creating a pavilion with picnic tables and a grill in Suggestt Park near the Burch Building to serve park programming such as the lunch program, arts program and special events, as well as groups. A plaque will also be put up in Mr. San Jule’s honor. Members of the Common Council thanked the San Jule family for the donation.

Members of the Common Council also took the opportunity to thank Mr. McNerney who will retired April 29, 2022.

Approved: Ayes – 8  
Nays – 0

**Resolution No. 78 of 2022                      Appoint Member to the Zoning Board of Appeals**

RESOLVED, that Thomas Larson residing at 42 West Court Street, Cortland NY is hereby appointed as a member of the Zoning Board of Appeals for a term beginning April 27, 2022 and expiring April 26, 2025.

Motioned by: Council Member Silliman

Seconded by: Council Member Beckwith

Approved: Ayes – 8  
Nays – 0

**Discussion Items**

The Mayor said that the County of Cortland was finalizing redistricting maps which will result in seven county representatives covering the City of Cortland as well as areas outside the city limits, and that he would make future recommendations to the Council.

The mayor responded to Council Member Beckwith’s earlier question about the Apex site by saying that the city is expected to close on the site by May 15<sup>th</sup> and that a request for proposals for cleanup work is being written. The Mayor added that the city will look for grant opportunities to fund cleanup costs.

Mr. Beckwith said that he would like a public hearing to be held on the matter of the corporation counsel position being made a permanent appointment rather than serving at the pleasure of the mayor. The Common Council voted 8-0, on motion of Mr. Beckwith and seconded by Mr. Schutt, to hold a public hearing on the matter at a future meeting.

Council Member Silliman suggested that the city form a committee on diversity. Mayor Steve said that he would like to discuss how to approach the issue and how to leverage community resources.

Ms. Silliman also said that she would like to see the city hire someone with public relations skills to promote the city.

**Adjournment**

The meeting was adjourned at 7:14 p.m. on motion of Council Member Beckwith, seconded by Council Member Schutt, and approved by a vote of 8-0.

**I, ANDREW T. JEWETT, CITY CLERK FOR THE CITY OF CORTLAND, NEW YORK, DO HEREBY CERTIFY THAT SAID RESOLUTIONS WERE ADOPTED BY THE COMMON COUNCIL AT A REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF CORTLAND, HELD ON THE 19<sup>TH</sup> DAY IN APRIL, 2022. I FURTHER CERTIFY THE FOREGOING RESULTS WERE PRESENTED TO THE MAAYOR IN THE TIME REQUIRED FOR HIS CONCURRENCE IN ADOPTION OR REJECTION BY VETO POWER.**

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ANDREW T. JEWETT, CITY CLERK

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SCOTT STEVE, MAYOR